

5 FAH-2 H-750 ESTABLISHING OR UPGRADING NETWORKS

(TL:TEL-1; 07-01-1998)

5 FAH-2 H-751 PLANNING PHASE

(TL:TEL-1; 07-01-1998)

(Uniform State/USAID/USIA)

a. The planning and initiation phase of network projects begins with a compelling need at post. Post management, including the COM, administrative officer, security officer and IMO, identify a radio network installation or upgrade as the solution to fulfill a post need.

b. The IMO should submit radio needs and a general proposal to the RIMC for approval and cost estimate. Include purpose, justification, number of FTE mission employees, types of radio equipment needed and proposed location for the equipment. The justification should derive from security needs, deficiencies in the host government communications infrastructure and whether the post is listed in the DS Composite Threat List.

5 FAH-2 H-752 JPP

(TL:TEL-1; 07-01-1998)

(Uniform State/USAID/USIA)

a. After RIMC has approved the radio network installation or upgrade proposal and provided cost estimates for equipment, post must arrange funding. One source of funding is through the Joint Planning Process (JPP), described in 5 FAH-2 H-623.2. The IMO submits the formal request in the IRM section of post's Mission Performance Plan (MPP). The request must include estimates for the total cost of the equipment and installation, life cycle maintenance support, lease costs, if applicable, and address the justification criteria below:

- (1) a mandatory frequency change required by the host government;
- (2) a change in post's security environment;
- (3) age, reliability of equipment, availability of spare parts;
- (4) compelling requirements of post's mission linked to the Department's political priorities; and

(5) measurable improvement in efficiency of a new system over an existing system, i.e., increased return on investment through monetary savings or improved effectiveness.

b. Executive Directors of the regional bureaus analyze the justification supplied in the IRM section of posts' MPPs and compete the highest priority IT projects in the Joint Planning Process. The final prioritized list of IT projects is then submitted to the Under Secretary for Management, who decides which projects to fund.

5 FAH-2 H-753 PROJECT DEVELOPMENT PHASE

(TL:TEL-1; 07-01-1998)
(Uniform State/USAID/USIA)

a. If M decides to fund an upgrade or a new network for post, the RIMC will conduct a site survey to define technical requirements for systems, including transmitter and antennas, frequency spectrum constraints and estimated life cycle support costs. The senior IRM officer should ensure that post management and agencies with country team members are included in the site survey.

b. IRM/OPS/ITI/TWD/WLS will review the requirements statement and the technical requirements survey results, and either approve proposals or return them for further development. After WLS approves the proposal, RIMC will prepare hardware specifications, topographical and frequency profiles, installation plans and operational plans.

5 FAH-2 H-754 EQUIPMENT INSTALLATION

(TL:TEL-1; 07-01-1998)
(Uniform State/USAID/USIA)

a. The IMO must coordinate radio installations or upgrades that alter the structure of Department facilities with IRM/OPS/CST/LD/AR (Customer Center, Liaison Division, Account Representative Branch), DS, DTS-PO, RIMC, IRM/OPS/ITI/TWD/WLS and post management. These installations must conform to applicable standards and procedures in effect at the time as established by FBO and the Overseas Security Policy Group. Antenna installations or relocations must be approved by all DTS representatives at post and must be installed in accordance with FBO guidelines.

b. Where a non-State agency is located in a Department facility, cleared agency technicians may perform installations after the coordination and approval process has been accomplished. The IMO must oversee the installation.

5 FAH-2 H-755 LOCAL GUARD FORCE NETWORKS

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(Uniform State/USAID/USIA)

The RSO should include Local Guard Force (LGF) radio requirements in the LGF contract. The LGF contract should include initial funding for equipment, maintenance costs, and replacement parts. If the contractor is unable to provide radio communication as part of the contract, the RSO should coordinate with the IMO and RIMC to obtain purchasing information on compatible VHF or UHF radio systems for LGF programs. The RSO should coordinate funding requirements for LGF radios with IRM and DS. RIMC can provide limited assistance with maintenance repairs, but will not supply replacements for inoperable LGF units.

5 FAH-2 H-756 OTHER AGENCIES

(TL:TEL-1; 07-01-1998)
(Uniform State/USAID/USIA)

a. If an agency at post wishes to establish a radio network or significantly alter an existing radio network, the agency head at post should first receive permission from the COM and advise the IMO of the agency's plans. The agency should then consult IRM/OPS/CST/LD/EA (Customer Center, Liaison Division, External Affairs Branch) to determine if the new network or changes raise reciprocity or politically sensitive issues.

b. If IRM/OPS/CST/LD/EA concurs with the proposal, the COM should obtain consent from the host government for permission to use the proposed frequency. The agency must then coordinate a survey to determine the impact of the proposal on existing post and/or host government radio systems. The IMO, RSO, RIMC and post management should provide expert guidance to the agency survey team and participate in the survey. The survey team should draft a written report for the COM on the results and analysis including:

- (1) the uses of the new or changed system;
- (2) the impact, if any, on existing post and host government systems;
- (3) security procedures applicable to installation and use of proposed system; and
- (4) system operating procedures.

5 FAH-2 H-757 THROUGH H-759 UNASSIGNED